



wisconsin department of
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Division of Family and Economic Security

Bureau of Working Families

To: TJDP Contractors, Subcontractors, and Staff

From: Amy Bradley, Program Director
Bureau of Working Families
Division of Family & Economic Security

Subject: Federal Poverty Limit Update
Child Care Subsidies
Use of Office Numbers in CARES
Transitional Jobs Subscription

Transitional Jobs Memo

No: 11-01
Date: 2/8/2011

Federal Poverty Limit Update:

To be eligible for the Transitional Jobs Demonstration Project (TJDP), an applicant must be low income. Low income is defined as having a household income that falls below 150% of the federal poverty level for the quarter preceding the month of TJDP eligibility determination. The U.S. Dept. of Health and Human Services has issued the 2011 federal poverty guidelines that were published in the *Federal Register*. Effective immediately, the federal poverty levels that should be used for determining TJDP eligibility are as follows:

2011 HHS Poverty Guidelines		
Persons in Family	Annual Income	Quarterly Income 150% of federal poverty for TJDP eligibility
1	\$10,890	\$4,084
2	14,710	5,517
3	18,530	6,949
4	22,350	8,382
5	26,170	9,814
6	29,990	11,247
7	33,810	12,679
8	37,630	14,112
For each additional person, add	3,820	1,433

Child Care Subsidies:

Operations Memo 10-85 stated that subsidized jobs in the TJDP are not an approved activity for Wisconsin Shares eligibility.

Wisconsin statutes s. 49.155 (1m), Stats. allows child care assistance payments to parents participating in a work experience component of the FoodShare Employment and Training Program (FSET).

Therefore, child care subsidies can be paid to a TJDP participant who is co-enrolled in TJDP and FSET, with the subsidized transitional job serving as the work experience component of their FSET participation.

Cross Reference Ops Memo 10-85

<http://www.dhs.wisconsin.gov/em/ops-memos/2010/pdf/10-85.pdf>

Use of Office Numbers in CARES:

The TJDP Policy Document states that in cases where a Transitional Jobs worker is co-enrolled in FSET, the worker will be assigned to the FSET work programs office number in CARES. The TJDP contractor must work with the FSET case manager to coordinate services.

TJDP contractors must request access to the FSET office numbers through the DWSW-11-E form, which can be found online at http://dcfweb.enterprise.wisconsin.gov/forms/pdf/dws_11.pdf. The form can be faxed to DCF Security at (608) 267-0484. Please also notify Amy Bradley at (608) 266-8759, or amyj.bradley@wisconsin.gov so she can help with follow-up.

The TJDP contractor must contact the FSET provider within 5 business days of requesting access to the office number in order to coordinate between the two programs. Once access is granted, TJDP case managers should ensure that their ID is shown on the WPWI screen in CARES.

Cross Reference TJDP Policy Document section 3.8

http://dcf.wisconsin.gov/w2/tj/pdf/policy_guidance.pdf

TJDP Subscription:

An email subscription has been established for the Transitional Jobs Demonstration Project. Program updates, policy changes, clarifications, and other general information will be distributed through this subscription. Future TJDP Memos will be sent through the subscription. All TJDP contractors, subcontractors, case managers, and other interested parties are encouraged to sign up at:

<http://dcf.wisconsin.gov/w2/tj/signup.htm>

For questions about this memo, contact Amy Bradley, Transitional Jobs Program Director at (608) 266-8759 or amyj.bradley@wisconsin.gov.